



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING
Scottsdale Airport Terminal Lobby
15000 N. Airport Drive, Scottsdale, AZ
January 13, 2016**

MINUTES

PRESENT: Steve Ziomek, Chairman
Ken Casey, Vice Chairman
Brad Berry
John Celigoy
Michael Goode
Bob Hobbi
William Schuckert

STAFF: Sarah Ferrara, Aviation Planning & Outreach Coordinator
Shannon Johnson, Management Analyst
Chris Read, Airport Operations Manager

GUESTS: Scott Campbell, Sierra Charlie Aviation, LLC
Jim Flanagan, Purchasing Director
Lynne Lagarde
Blake McKee, Cherokee Aviation
Trey Smith, President, Set Jet LLC

CALL TO ORDER

Chairman Ziomek called the meeting to order at 6:02 p.m.

ROLL CALL

A formal roll call confirmed the presence of Commissioners as noted.

PLEDGE OF ALLEGIANCE

Chairman Ziomek led the meeting in the pledge of allegiance.

AVIATION DIRECTOR'S REPORT

In the absence of Aviation Director Mr. Gary Mascaro, no report was provided.

PUBLIC COMMENT

No members of the public wished to address the Commission.

REGULAR AGENDA ITEMS 1 - 18

1. Election of Officers

Aviation Planning & Outreach Coordinator Ms. Sarah Ferrara noted that the Commission's by-laws provide for annual elections of the Chair and Vice Chair at the first meeting held in each calendar year, and that no officer shall succeed him or herself more than once. Chairman Ziomek noted that both he and Vice Chairman Casey have served for two terms.

Commissioner Schuckert nominated Commissioner Brad Berry as Chairman. Commissioner Hobbi seconded the nomination. There being no other nomination, Commissioner Berry was elected Chairman by a unanimous vote of seven (7) to zero (0).

Commissioner Goode nominated Commissioner John Celigoy as Vice Chairman. Vice Chairman Casey seconded the nomination. There being no other nomination, Commissioner Celigoy was elected Vice Chairman by a unanimous vote of seven (7) to zero (0).

Chairman Berry presided over the remainder of the meeting. He thanked past Chairman Ziomek for his service over the last two years.

APPROVAL OF MINUTES

Regular Meeting: November 11, 2015

Commissioner Casey made a motion to approve the minutes of the November 11, 2015 regular meeting. Commissioner Ziomek seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

2. Discussion and Possible Action Regarding Airport Advisory Commission By-Laws

Ms. Ferrara noted that each year the Commission has this opportunity to review the by-laws. No changes to the by-laws were suggested.

Commissioner Casey made a motion to approve the by-laws of the Airport Advisory Commission without change. Commissioner Goode seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

3. Discussion and Possible Action Regarding Application for Airport Aeronautical Business Permit for Sierra Charlie Aviation LLC to Conduct Flight Training and Aircraft Leasing or Rental Services

Management Analyst Ms. Shannon Johnson said Sierra Charlie Aviation LLC is seeking ratification of their aeronautical business permit. They are a flight training school and also conduct aircraft leasing and rental services. All the required paperwork has been submitted. She noted that Mr. Scott Campbell was in attendance.

Chairman Berry invited Mr. Campbell to introduce himself. Mr. Campbell explained that he owns this company and described his background with the Marine Corps and in aviation, and the aircraft that training is offered on. He told Commissioner Schuckert that 80 to 90 percent of the training is primary. Most students are learning for personal enjoyment and for small business use.

Commissioner Casey made a motion to approve Sierra Charlie Aviation LLC's application for an Airport Aeronautical Business Permit to conduct flight training and aircraft leasing or rental services. Commissioner Goode seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

4. Discussion and Possible Action Regarding Application for Airport Aeronautical Business Permit for Set Jet LLC to Conduct Aircraft Charter Brokerage Services

Ms. Johnson stated that Set Jet LLC is seeking ratification of an aeronautical business permit to conduct charter brokerage services at Scottsdale Airport. All the required documentation has been provided. Ms. Lynne Lagarde and Mr. Trey Smith were in attendance on behalf of Set Jet.

Ms. Lagarde said she is a retired land use attorney and is assisting with the startup. She said the Set Jet idea will now be bigger and better than it was initially, with more investors and improved marketing. They are ready to do business as soon as the facilities have been remodeled. Mr. Smith is the president and will be managing day to day operations.

Commissioner Hobbi asked whether Set Jet had been previously granted an aeronautical business permit. Ms. Johnson confirmed this but added that the permit was canceled. Ms. Lagarde briefly outlined the circumstances surrounding the revival of the company. Mr. Tommy Constantine is no longer involved and has no interest in the new Set Jet in any way, shape or form. Commissioner Ziomek commented that Mr. Constantine is shown on the initial LLC documents for the new organization as a member. Ms. Lagarde responded that he is not involved in the management of the organization. To her knowledge he has no investment interest. Commissioner Ziomek noted that Mr. Constantine was convicted on seven counts. Ms. Lagarde said in her opinion there was a miscarriage of justice. She testified on his behalf in his trial. She has known him a long time and would vouch for his bona fides.

Vice Chairman Celigoy inquired whether Set Jet will hold a Part 135 certificate. Mr. Smith said it will not. This is not a commercial operation but a brokerage. The aircraft will be operated by Maine Aviation, once they have applied for their permits.

Commissioner Hobbi said the Commissioners were asking a lot of questions because it is their fiduciary responsibility to ensure a reputable business environment. They would like to know more about the new Set Jet and how it differs this time. Ms. Lagarde said new investors have joined some of the previous investors. She said it is important to know for the record that nothing Mr. Constantine was accused of had anything to do with Set Jet. Commissioner Hobbi noted that when Mr. Constantine was indicted Set Jet stopped operations. Ms. Lagarde said Mr. Constantine was the driving force behind Set Jets and involved in the day to day operations. The investors felt at that time they could not continue although the basic concept is good. There is a need for this product. This is an exciting model that can bring much benefit to Scottsdale. A number of cities have been added and three newer aircraft will be operating. They are seeing a substantial increase in membership as people are already signing up. Reputable members of the local business community have invested in Set Jet and recognize that Mr. Constantine's difficulties, which will hopefully be corrected, have nothing to do with the value of Set Jet.

Commissioner Ziomek asked why Mr. Constantine's name appears on the new corporate documents. Ms. Lagarde said she could not say. Commissioner Hobbi said if Mr. Constantine's name appears on the corporate documents filed with the application, he would recommend that the Commission not approve the permit, at least until they can determine one way or the other if Mr. Constantine is currently involved.

Ms. Johnson reviewed the paperwork and stated that the LLC documents from Nevada were filed in September 2014. Ms. Lagarde noted that this was prior to Mr. Constantine's trial. She felt that people recognized that the Set Jet concept is a winning idea that deserved to be back. Ms. Lagarde then noticed that the paperwork refers to Theodore Constantine, who is Tommy's brother.

Commissioner Ziomek commented that Mr. Tommy Constantine is known to have used many aliases. He asked Mr. Smith if he is willing to testify that Theodore Constantine is in fact not the Tommy Constantine under discussion. Mr. Smith said Theodore Constantine is the brother of Tommy Constantine and a straight equity holder in Set Jet, with no decision making role.

Commissioner Casey asked him to elaborate on what is different in the operations and their short and long-term plans. Mr. Smith said the business model has not changed much. However it required a stronger membership base before it went into operation. The company will not launch until they have the membership base to sustain daily operations. That will enable them to be profitable from day one. San Francisco has been added as a route based on member demand. Membership is now five times bigger than at the original startup. The company is currently sold out of memberships in Arizona, although they have started a wait list. A few membership slots in California and Nevada remain available. Eventually there will be several hundred members in every city served.

Daily flight service out of Scottsdale should begin within the next 90 days. They will be operating relatively new Bombardier Challenger 850s configured to carry 15 passengers, whereas the previous Set Jet was using converted airliners. Mr. Smith clarified that the aircraft are owned by private investors and leased to the operator for the exclusive use of Set Jet.

Commissioner Hobbi stated that the Commission's goal is to foster commerce. However, the name now comes with some baggage. He stressed that the Commissioners are not picking on Set Jet. They want to fully understand in order to fulfill their fiduciary responsibility.

Commissioner Schuckert said he has a concern that the Airport had some serious issues with the use of the Terminal Building. He recalled that Set Jet had previously not allowed the AZBAA to use the lobby for meetings, based on language in the lease agreement. If the same management team will be back, will this situation be repeated?

Ms. Lagarde said Set Jet will not be using the Terminal Building. Commissioner Schuckert said this goes to the attitude that prevailed at that time. Ms. Lagarde said it is legitimate to put Set Jet on notice to operate in a mutually satisfactory fashion. They plan to operate out of the Landmark North Building in a 4,000 square foot area. Ample parking is available and jets will park on one ramp space directly in front of the terminal. Some maintenance will likely be done at Scottsdale.

Commissioner Ziomek made a motion to approve ratification of the aeronautical business permit for Set Jet LLC to operate aircraft charter brokerage service at Scottsdale Airport. Commissioner Casey seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

Ms. Johnson clarified that the Commission's approval is the only step required, there is no City Council involvement.

5. Overview of the City's Procurement Process

Purchasing Director Mr. Jim Flanagan gave a brief presentation of the City's procurement process.

The procurement code is part of the City Charter. The City has a fiduciary responsibility and a duty to be transparent. The solicitations process is structured accordingly. Formal solicitation requests for amounts over \$25,000 are listed on the City's website for 30 days for anyone to download and submit. Scottsdale has a listserv which announces new RFPs which people can subscribe to with links to the City website. Bids are opened in public and anyone can attend. Evaluations are based on price, meeting requirements, set criteria and scoring. Bids are posted on website once they have been awarded.

Chairman Berry asked whether the website has a search feature or whether readers have to look through all the solicitations. Mr. Flanagan said all open solicitations are displayed, usually around 25 maximum. The emails list only new solicitations so just two or three typically would be included.

Commissioner Goode inquired how many subscribers the listserv has and Mr. Flanagan said it is approximately 6,000. It is open to everyone.

Commissioner Ziomek recalled the Commission previously discussed a solicitation for a real estate professional to lease the new building. It appeared that this was only publicized through the listserv and never appeared on the website. Another situation was the design and reconstruction of the terminal and office complex. That went to the Purchasing listserv and also

on the Airport's email list of everyone interested in the Airport. He inquired if there is a way to combine the two lists when there is a formal solicitation involving the Airport, or alternatively to allow Airport staff to advise people on their email list of the opportunity.

Mr. Flanagan said he had been unaware that the Airport was sending out information. The Purchasing listserv is the official method the City has chosen to advertise. There are sometimes additional State requirements to advertise in the newspaper for construction projects. If the Airport wants to advise them of companies that might be interested in a solicitation, there is a process to send that information to Purchasing along with the solicitation. Purchasing staff emails what is called a one-page notice to those parties, stating the nature of the project and how to download the information and forms from the website.

Commissioner Hobbi asked whether in fact this process had been followed in the case of the real estate brokerage contract. The issue was contentious because there were some problems with the process. Ms. Johnson said Airport staff did not send out outside emails; everything was conducted strictly through the purchasing process. However she acknowledged that they had sent out emails regarding the redevelopment of the terminal. This falls under a lease agreement so the process is different.

Mr. Flanagan elaborated that lease agreements are considered real property transactions and as such are not subject to the procurement code. Solicitation of regular goods and services must come through the procurement department. Construction and improvements to public buildings by State law must be by public bid.

Commissioner Casey said the Commission had discussed the process extensively at the November meeting, having learned that only two people bid on the real estate brokerage RFP. Many Airport construction projects have attracted very few interested parties. He recalled that very few operators had any interest in the Zulu Caffé until the Commissioners and staff raised awareness of the opportunity. He wondered whether the RFPs are reaching everyone that might be interested.

Mr. Flanagan said every situation is different, but what his department sometimes sees is that some companies are not willing to deal with public entities because of all the requirements that come with the territory. The FAA and the federal government have many additional requirements for airport construction. Purchasing staff sees low responses to RFPs for other departments too.

Commissioner Casey asked whether the Airport's own listserv could be used. Ms. Ferrara said staff has several subscription email lists. The community and users group lists totals about 1700 recipients. She undertook to raise this with Mr. Mascaro upon his return.

6. Discussion and Input Regarding Historical Flight Track Data Comparison over the north Scottsdale Community

Ms. Ferrara said that at the November 2015 meeting the Commission had requested that staff provide data on flight track information. As the City does not have that software program, staff asked the City of Phoenix Aviation Department for flight track maps, which she displayed and discussed.

Commission wanted daily breakdown of arrivals and departures for an entire week. Staff requested one week in March 2014 compared on a daily basis with the same week in March 2015. Ms. Ferrara discussed arrival patterns for each day. She noted that no flight paths have changed, which is important information to publicize. Commissioner Casey commented that one arrival path did change between 2014 and 2015, farther north over the Bartlett Lake area.

Mr. Chris Read, Airport Operations Manager, pointed out that the majority of flights shown are probably VFR. Ms. Ferrara added that presenting so much complex data is a huge undertaking. She and intern Matt Tomasson spent several hours working on this project. Commissioner Casey said most jet traffic comes in under an IFR clearance and then cancels it at some point in time so the tower is handling things. Discussion on this topic ensued.

Commissioner Hobbi suggested explaining how IFR versus VFR affects arrivals and departures in layman's terms. Vice Chairman Celigoy said this is an important discussion. He explained that a significant amount of local traffic is operating under visual flight rules (VFR). A lot of the traffic that comes from the west to Scottsdale and joins the local pattern is VFR training traffic from the Deer Valley flight schools. Aircraft operating under instrument flight rules (IFR) must follow very precise instrument flight approach procedures. Under VFR, pilots can fly wherever they like as long as they can see and avoid other pilots and communicate with air traffic controllers. Vice Chairman Celigoy said he can tell the aircraft are largely under VFR because of the scattering of their tracks.

Commissioner Ziomek noted that aircraft flying under VFR are supposed to be at a minimum height of 500 feet. In the past they have contacted the Deer Valley flight schools requesting that the flights stay at least 1,000 feet up in deference to residents. Commissioner Goode said that once an aircraft is within five miles of the tower at an altitude of less than 3,000 feet, the tower will control them. Commissioner Ziomek said typically the tower will direct traffic to fly no lower than 1,000 feet within the five-mile bubble of control.

Vice-Chairman Celigoy said one mandate of the Commission is to educate its neighbors. Everyone on the Commission is a volunteer Scottsdale resident and pilot. Many people do not realize that the City owns the land the Airport is on. However, as soon as an aircraft leaves the runway, it is under FAA rules. The City and the Airport staff have no control. If a pilot is lawfully entering the airspace the aircraft is allowed to land.

Commissioner Goode noted that several Commissioners live near the Airport and all of them want everybody to be good neighbors. He requested this report to find out whether something has changed. The information suggests that nothing is being done differently. He has been on the Commission for five years and it is only in the last few months that they have seen such a steep increase in noise complaints, with people coming to tell the Commission that noise levels are now interfering with their lives. In fact annual operations are less than they were in 2008. Nor has the type of aircraft changed. Stage 2 aircraft can no longer fly into Scottsdale, so if anything the planes are less noisy.

Vice Chairman Celigoy suggested the strengthened economy may mean more students taking flight lessons at Deer Valley, which is actually in Phoenix. Commissioner Hobbi asked whether the flight schools are respecting the Airport's request to fly no lower than 1,000 feet.

Commissioner Goode said he does not feel this is an issue. Commissioner Ziomek agreed, pointing out that the height of the mountains alone is a factor. Commissioner Hobbi said he is

trying to understand why there is so much more attention to noise, when the evidence does not really support it.

Ms. Ferrara said as staff receives complaints they try to do their homework. They try to evaluate and observe trends. She recommends using PublicVue because it is possible to identify individual operations, and it is also available free to the public. If the flight schools are not following the guidelines, staff reaches out to them. Commissioner Hobbi asked about the concerns voiced at the recent meeting with two Grayhawk residents. Ms. Ferrara said some residents believed that overflights were lower than they should be. The long-term residents felt noise levels have changed over the years. Staff shared information with them and is still trying to figure out what is causing this perception of change.

Commissioner Ziomek said in 1998 144 individuals had called in only 202 complaints during the year. In 2012 each individual called in an average of three complaints during the year. Now the average number is seven complaints per individual. Ms. Ferrara opined that some of the increase is due to heightened awareness and there are also some legitimate concerns. The database allows them to research trends. She stressed that as a public airport, Scottsdale does not have restrictions but staff encourages the voluntary curfew.

7. Discussion and Input Regarding Quarterly Noise Complain Summary Report

Ms. Ferrara presented the quarterly noise summary report for the fourth quarter of 2015. In October 41 individuals made complaints. In November there were 46 who complained and in December just 17 people made complaints. She noted that Taxiway B was under reconstruction during December. Total number of complaints received during the quarter was 830.

Staff has added a column to the report showing how many people requested staff call them back with regard to their complaint.

Commissioner Hobbi pointed out that two people made 315 of the complaints and noted some other who made frequent complaints. The most frequent reporters are in the flight path from Deer Valley. Others are in the flight path from Happy Valley.

Ms. Ferrara summarized that in 2015 a total of 421 individuals lodged a total of 2,497 complaints.

Commissioner Goode pointed out that in 2004 through 2006 the total number of annual complaints was much higher, as high as 15,000 in 2005. Mr. Read said the noise compatibility study and the strategic business plan were done in this time frame, which increases residents' awareness of the Airport and causes an increase in complaints.

Commissioner Casey wondered whether any complaints were received on nights when the runway was closed in December and Ms. Ferrara confirmed that there were. She elaborated that some complaints relate to overflights.

Commissioner Hobbi said aviation is a pillar of American society. Since its inception, aviation has been part of everything the country has achieved. He inquired about the tenor of the complaints. Ms. Ferrara said they are all different. People may have different reasons for

calling. She finds it most helpful to be able to speak privately with people or have small meetings and be able to dig into specifics.

8. Discussion and Possible Action to Approve Airport Advisory Commission Annual Report

Ms. Ferrara stated that all City boards and commissions are required to submit an annual report to City Council.

Commissioner Goode made a motion to approve the Airport Advisory Commission annual report for 2015 as published. Commissioner Ziomek seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

9. Discussion and Possible Action to Adopt Resolution No. 10333 Approving and Authorizing Contract 2016-014-COS with Cherokee Aviation Holdings LLC, a Ground Lease Agreement Located on and Adjacent to Taxiway Charlie

Commissioner Schuckert was recused from discussion and voting on this item and left the meeting.

Ms. Johnson asked that the Commission consider recommending that City Council approve the ground lease agreement with Cherokee Aviation Holdings LLC. The space is approximately 100 by 220 feet and includes construction of a new direct taxiway connection from Bravo to the ground lease location. Approval will provide enhanced aircraft access. She noted that Mr. Blake McKee representing Cherokee was in attendance.

Mr. McKee said Cherokee plans to take a space that is not very usable and make it functional. The area will be paved with asphalt, improved and used for staging and parking. Currently the surface is covered with asphalt and some river rock. This will accommodate access to the taxiway from the existing hangar for larger aircraft. A Challenger 6000 and a Citation 5 will be using the space.

Commissioner Hobbi asked if the lease fees are in line with other ground lease rates at the Airport. Ms. Johnson confirmed that they are.

Commissioner Casey made a motion to adopt Resolution No. 10333 approving and authorizing Contract 2016-014-COS with Cherokee Aviation Holdings LLC, a ground lease agreement located on and adjacent to Taxiway Charlie. Commissioner Ziomek seconded the motion, which carried by a vote of six (6) to zero (0). Commissioner Schuckert was recused.

10. Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 10303 Authorizing Construction Bid Award No. 16PB011 to Fortis Networks, Inc., the lowest responsive bidder in the amount of \$68,608.98 to construct the Airport Pull Box Replacement Project and Increase the Budget Authority for Aviation Capital Improvement Center No. AB58A from \$70,000 to \$115,000

Mr. Read explained that the eight pull boxes to be replaced were originally put in place on the west side of the parking aprons in 2003. They are made of polymer concrete which is not

holding up well. The replacement pull boxes will have steel lids that can support aircraft up to 100,000 pounds, so there is absolutely no chance of anything breaking through them.

The project will take about 22 days to complete. Disruption will be minimized by only working on two pull boxes at any one time. Work is expected to begin in March. Two locations will have to be done at night, one by the Air Commerce Center in an area on the route to the fuel farm and the other in front of the main vehicle gate for Landmark.

This project is to be funded entirely from the Aviation Fund. Originally \$70,000 was in the budget for the project. This number was based on the engineer's estimates given some years ago; construction and design costs have risen. The increase to \$115,000 is needed to cover the design work and construction administration.

Mr. Read stated that five bids were received through the City's typical bid process.

Commissioner Casey moved to recommend that City Council adopt Resolution No. 10303 authorizing Construction Bid Award No. 16PB011 to Fortis Networks, Inc., in the amount of \$68,608.98 for the construction of the Airport pull box replacement project and increase the budget authority for Aviation Capital Improvement Center No. AB58A from \$70,000 to \$115,000. Commissioner Ziomek seconded the motion, which carried by a unanimous vote of seven (7) to zero (0).

11. Discussion and Possible Action to Recommend to City Council Adoption of Resolution No. 10319 Authorizing Construction Bid Award No. 16PB014 to Rummel Construction Inc., the lowest responsive bidder in the amount of \$392,535.00 to construct the Airport Runway 03 Erosion Protection/Wildlife Mitigation Project

Commissioner Goode recused himself and left the meeting.

Mr. Read described the project, saying that approximately 46,000 square yards at the south end of the Airport by 73rd Street and Thunderbird are to be covered with the same crushed rock material as the runway safety areas. The FAA requires safety areas to be kept free of ruts, humps and bumps. The area slopes downward from the end of the runway and has to be re-graded every time it rains. There have been dust complaints in the past and the Airport had to obtain a special dust permit from Maricopa County. Work will be done at night and will take about 28 nights. They plan to have this work coincide with the remaining Bravo closures. In any case the work can be performed at night without having to close the Airport.

Mr. Read stated that 90 percent of the funding is coming from the State and the remaining ten percent will come from the Aviation Fund. Four companies bid on this project.

Commissioner Casey made a motion to recommend that City Council adopt Resolution No. 10319 Authorizing Construction Bid Award No. 16PB014 to Rummel Construction Inc., in the amount of \$392,535.00 to construct the Airport Runway 03 Erosion Protection/Wildlife Mitigation Project. Commissioner Ziomek seconded the motion, which carried by a unanimous vote of six (6) to zero (0). Commissioner Goode was recused.

12. Discussion and Input Regarding the Monthly Construction Report

Mr. Read said work on Taxiway Bravo is moving smoothly and is about 65 percent complete. They hope to complete Phase 4 in February, leaving just a very small part of the southern end of the taxiway as the fifth and final phase. He expressed appreciation for users' patience during this project.

The Operations Center building is about eighty percent complete. He hopes it will be finished by the end of February.

13. Discussion and Input Regarding Monthly Operations Report for November and December 2015

Mr. Read presented the monthly operations report for November and December 2015. Total operations for 2015 were up by 3.1 percent. IFR operations were up by 2.6 percent. He clarified that if a pilot flies under IFR and upon approaching the Airport contacts the tower and flies under VFR, this is counted as IFR.

Mr. Read assured the Commission that the alert 3 was not serious and no one was hurt.

Revenue from the U.S. Customs Service for this fiscal year through December is \$196,900. The expenses total \$128,092. Last year the comparable revenue was \$180,000. In December there were 92 uses, compared to 84 uses in December 2014. Fiscal year to date total uses is 353, compared to 328 the previous year. There were 27 U.S. Visit flights in December.

Mr. Read said there were 32 PPRs over 75,000 pounds in 2015.

He added that during the championship game this week the tower handled 895 IFR operations over five days. During the game, 102 non-based jets were parked on the ramp. The FBOs did a great job throughout.

14. Discussion and Input Regarding Financial Reports for October and November 2015

Ms. Johnson presented the financial reports for October and November of 2015.

Expenses were 29 percent below budget in October. Revenues were slightly down. Fuel flowage fiscal year to date through October was up about one percent.

Through November, fiscal year to date revenues were about five percent below their projections. Expenses were about 26 percent below the projections. She believes that this picture will change by next month. Compared to November 2014, revenues were actually up by 28 percent.

The Aviation Fund balance was approximately \$9.2 million as of November 30.

The accounts receivable aging report is in good shape. Ms. Johnson noted that the amount aged over 120 days is awaiting an accounting adjustment.

15. Discussion and Input Regarding Public Outreach Programs and Planning Projects

Ms. Ferrara provided an update as follows:

- Staff continues to keep updates on the FAA flight path changes. In November, Valley mayors signed a joint letter asking the Senate to support the McCain flight amendment. The omnibus spending bill was approved in December and some noise mitigation languages was included in it.
- The FAA is conducting a study on the impacts of aviation noise. Staff will report any further information they receive.
- Staff continues to use social media for marketing. An article on the Scottsdale hangars for lease appeared in the Scottsdale Independent and Airpark News. They have also published updates on the Taxiway Bravo project and updates on the U.S. Customs Service.
- She and Ms. Johnson are attending the schedulers and dispatchers convention next week in Tampa Bay.
- Staff has worked with the City's Economic Vitality Office on the mini passport style brochures that highlight the Airport.
- Work on the website continues and feedback and suggestions are always welcome.
- Run the Runway is scheduled for April 2.
- In November and December four development projects within the Airport influence area were listed.
- Staff sent three voluntary curfew letters in November and December.

16. Discussion and Input Regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations or Revocations

Ms. Johnson noted that Set Jet and Sierra Charlie Aviation have been added on the Airport list. Tempus Jets have added aircraft maintenance to their permit. At the Airpark, Brainwash cancelled their hangar shade leasing permit, and Via Linda Ancala obtained a hangar shade leasing permit, which will be brought to the Commission for approval next month.

Vice Chairman Celigoy asked how the conditional approval process works, and the implications if conditional approval is given but the Commission does not ultimately approve the issuance of a permit. He expressed concern about the investment losses that such a business might sustain. Ms. Johnson said staff explains that the approval is conditional and subject to ratification by the Airport Advisory Commission. She has checked with the City Attorney's Office and the Scottsdale Revised Code states that the City is not responsible or liable for any loss, injury or damage as a result of the failure of the Commission to ratify an administrative approval of an aeronautical business permit.

17. Discussion and Input Regarding Status of Aviation Items to City Council

Ms. Ferrara said the three items noted in the report have already been discussed tonight.

18. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar

No changes noted.

PUBLIC COMMENT

No members of the public wished to address the Commission.

FUTURE AGENDA ITEMS

None noted.

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 8:09 p.m.

Recorded and Transcribed by AVTronics Inc., d/b/a AVTranz Transcription and Reporting Services